



Board of Commissioners

May 23, 2019

6:30 PM

City Hall – Massie Chambers

Agenda:

1. Call to order by the Mayor.

Prayer

Pledge of Allegiance

2. Roll call by the Recorder.
3. Reading of the minutes of the May 9, 2019 regular meeting of the Board of Commissioners by the Recorder for approval or correction.
4. Comments from citizens.
5. Comments of the City Manager and staff.
6. Reports and comments from committees, members of the Board of Commissioners and other officers.
7. Old Business.

Consider Ordinance 19-938, an ordinance of the City of Goodlettsville, Tennessee adopting the annual budget for the fiscal year July 1, 2019 through June 30, 2020. **SECOND READING & PUBLIC HEARING**

8. New Business.
  - a. Consider Ordinance 19-939, an ordinance to amend sections and subsections of the City of Goodlettsville Municipal Code Title 18, Chapter 3, as it relates to Stormwater Management. **FIRST READING**
  - b. Consider Resolution 19-851, a resolution approving an application for a Multi-Modal Transportation Access Grant from the Tennessee Department of Transportation.
9. Adjournment.

For more information regarding this agenda, please contact the city recorder by email at:

[abaker@goodlettsville.gov](mailto:abaker@goodlettsville.gov)

*A government committed to operating with efficiency and integrity in all we do as we strive to enhance the quality of life for the community we serve.*

105 S. Main Street – Goodlettsville, TN 37072 – 615-851-2200 – Fax 615-851-2212

[www.goodlettsville.gov](http://www.goodlettsville.gov)

**ORDINANCE # 19-938**

**AN ORDINANCE OF THE CITY OF GOODLETTSVILLE, TENNESSEE,  
ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING  
JULY 1, 2019 THROUGH JUNE 30, 2020.**

- Whereas, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and
- Whereas, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and
- Whereas, the governing body has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the governing body will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF GOODLETTSVILLE, TENNESSEE BOARD OF COMMISSIONERS AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows:

General Fund	FY 2018 Actual	FY 2019 Estimated	FY 2020 Proposed
Local Taxes	\$ 10,877,114	\$ 10,756,136	\$ 10,906,899
Intergovernmental Revenue	\$ 2,444,016	\$ 2,375,505	\$ 2,390,200
Fines and Forfeitures	\$ 256,982	\$ 257,181	\$ 250,000
Licenses and Permits	\$ 274,416	\$ 239,844	\$ 207,500
Charges for Services	\$ 312,088	\$ 248,618	\$ 236,500
Other Financing Sources	\$ -	\$ -	\$ 140,000
Transfers from Other Funds	\$ 142,073	\$ 181,000	\$ 176,000
Miscellaneous Revenue	\$ 144,736	\$ 185,665	\$ 178,940
Total Revenue	\$ 14,451,425	\$ 14,243,949	\$ 14,486,039
Fund Balance	\$ 8,508,123	\$ 8,140,346	\$ 5,286,525
Total Available Funds	\$ 22,959,548	\$ 22,384,295	\$ 19,772,564

Drug Fund	FY 2018 Actual	FY 2019 Estimated	FY 2020 Proposed
Court Fines and Costs	\$ 15,326	\$ 25,000	\$ 30,000
Miscellaneous	\$ 32,891	\$ 50	\$ 20,000
Transfers from General Fund	\$ -	\$ -	\$ -
Total Revenue	\$ 48,217	\$ 25,050	\$ 50,000
Fund Balance	\$ 55,183	\$ 93,215	\$ 76,219
Total Available Funds	\$ 103,400	\$ 118,265	\$ 126,219

<b>Electronic Citation Fee</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Fines and Fees	\$ 6,116	\$ 6,906	\$ 6,000
Miscellaneous Revenue	\$ -	\$ -	
Total Revenue	\$ 6,116	\$ 6,906	\$ 6,000
Fund Balance	\$ 286	\$ 6,402	\$ 13,308
Total Available Funds	\$ 6,402	\$ 13,308	\$ 19,308

<b>Sanitation Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Service Fees	\$ 1,039,905	\$ 1,080,953	\$ 1,010,500
Miscellaneous Revenue	\$ 20,973	\$ 12,484	\$ 18,500
Grant Proceeds	\$ -	\$ -	\$ 75,000
Total Revenue	\$ 1,060,878	\$ 1,093,437	\$ 1,104,000
Fund Balance	\$ 120,064	\$ 307,918	\$ 469,925
Total Available Funds	\$ 1,180,942	\$ 1,401,355	\$ 1,573,925

<b>Tourism Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Hotel/Motel Tax	\$ 664,967	\$ 768,189	\$ 800,000
Miscellaneous Revenue	\$ 57,323	\$ 84,980	\$ 66,580
	\$ -	\$ -	\$ -
Total Revenue	\$ 722,290	\$ 853,169	\$ 866,580
Fund Balance	\$ 894,696	\$ 911,527	\$ 788,697
Total Available Funds	\$ 1,616,986	\$ 1,764,696	\$ 1,655,277

<b>Capital Projects Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Grant Revenue	\$ 298,557	\$ 602,325	\$ 11,123,636
Loan Proceeds	\$ 153,801	\$ -	\$ 2,682,807
Transfer from General Fund	\$ -	\$ -	\$ -
Total Revenue	\$ 452,358	\$ 602,325	\$ 13,806,443
Fund Balance	\$ 299,268	\$ 225,699	\$ 54,843
Total Available Funds	\$ 751,626	\$ 828,024	\$ 13,861,286

<b>Sewer Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Sewer User Fees	\$ 5,580,932	\$ 5,677,445	\$ 5,547,000
Sewer Tap Fees	\$ 228,800	\$ 134,000	\$ 75,000
Other Fees	\$ 14,200	\$ 17,500	\$ 8,000
Non Operating Revenue	\$ 99,988	\$ 93,276	\$ 78,000
Other Financing Sources	\$ -	\$ -	\$ -
Total Revenue	\$ 5,923,920	\$ 5,922,221	\$ 5,708,000



<b>Stormwater Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Utility Fees	\$ 955,930	\$ 912,600	\$ 901,500
Miscellaneous Revenues	\$ 64,888	\$ 107,096	\$ 66,000
Total Revenue	\$ 1,020,818	\$ 1,019,696	\$ 967,500
Fund Balance	\$ 1,086,858	\$ 1,314,463	\$ 1,527,534
Total Available Funds	\$ 2,107,676	\$ 2,334,159	\$ 2,495,034

SECTION 2: That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows:

<b>General Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
General Government	\$ 2,963,093	\$ 3,012,980	\$ 3,009,278
Police	\$ 5,205,495	\$ 6,126,785	\$ 5,879,771
Fire	\$ 2,242,458	\$ 2,518,071	\$ 2,585,621
Hwys and Streets	\$ 1,866,308	\$ 2,421,516	\$ 1,948,426
Parks and Recreation	\$ 1,972,222	\$ 2,093,324	\$ 1,844,384
Debt Service	\$ 735,289	\$ 939,208	\$ 784,199
Transfers to Other Funds	\$ -	\$ -	\$ -
Total Appropriations	\$ 14,984,865	\$ 17,111,884	\$ 16,051,679

<b>Drug Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Operating Expenditures	\$ 10,185	\$ 42,046	\$ 50,000
Debt Service	\$ -	\$ -	\$ -
Capital Expenditures	\$ -	\$ -	\$ 28,000
Miscellaneous	\$ -	\$ -	\$ -
Total Appropriations	\$ 10,185	\$ 42,046	\$ 78,000

<b>Electronic Citation Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Operating Expenditures	\$ -	\$ -	\$ 6,000
Capital Outlay	\$ -	\$ -	\$ -
Total Appropriations	\$ -	\$ -	\$ 6,000

<b>Sanitation Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Operating Expenditures	\$ 830,648	\$ 897,671	\$ 1,065,547
Debt Service	\$ -	\$ -	\$ -
Capital	\$ 42,376	\$ 190,000	\$ 197,000
Total Appropriations	\$ 873,024	\$ 1,087,671	\$ 1,262,547

<b>Tourism Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Administration	\$ 443,729	\$ 619,579	\$ 729,358
Historic Sites	\$ 137,245	\$ 171,809	\$ 121,500
Economic Development	\$ 69,589	\$ 96,936	\$ 51,600
Tourism	\$ 54,896	\$ 87,675	\$ 95,700
Total Appropriations	\$ 705,459	\$ 975,999	\$ 998,158

<b>Capital Projects Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Main Street Redevelopment	\$ 130,384	\$ 262,345	\$ 10,674,547
Conference Drive Enhancement	\$ 16,468	\$ 35,763	\$ 268,810
Hwy 31/41 lighting	\$ -	\$ 554,102	\$ 305,898
CMAQ Project-Conference Dr	\$ 89,715	\$ 10,632	\$ 1,619,601
Sidewalk Tap Project	\$ -	\$ -	\$ 745,500
LPRF Grant Splash Pad Proj	\$ 135,559	\$ 464,441	\$ -
Microwave Police Tower Proj	\$ -	\$ -	\$ 242,000
<b>Total Appropriations</b>	<b>\$ 372,126</b>	<b>\$ 1,327,283</b>	<b>\$ 13,856,356</b>

<b>Sewer Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Operating Expenses	\$ 4,652,642	\$ 4,583,681	\$ 4,977,861
Interest Expense	\$ 200,137	\$ 157,310	\$ 190,902
Payment in Lieu of Tax	\$ 135,000	\$ 135,000	\$ 135,000
Capital	\$ 332,643	\$ 2,070,000	\$ 2,000,000
<b>Total Appropriations</b>	<b>\$ 5,320,422</b>	<b>\$ 6,945,991</b>	<b>\$ 7,303,763</b>

<b>Stormwater Fund</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimated</b>	<b>FY 2020 Proposed</b>
Operating Expenses	\$ 268,106	\$ 306,625	\$ 668,490
Non-Operating Expenses	\$ -	\$ -	\$ -
Capital	\$ 525,107	\$ 500,000	\$ 1,596,800
<b>Total Appropriations</b>	<b>\$ 793,213</b>	<b>\$ 806,625</b>	<b>\$ 2,265,290</b>

SECTION 3. At the end of the fiscal year 2020, the governing body estimates balances/deficits as follows:

General Fund	\$ 3,720,885
Drug Fund	\$ 48,219
Electronic Citation Fund	\$ 13,308
Sanitation Fund	\$ 311,378
Tourism Fund	\$ 657,119
Stormwater Fund	\$ 229,744
Capital Projects Fund	\$ 4,930

SECTION 4. That the governing body recognizes that the municipality has bonded and other indebtedness as follows:

<b>Bonded or Other Indebtedness</b>	<b>Debt Outstanding 06/30/19</b>	<b>New Debt Issued FY19-20</b>	<b>Debt Redemption</b>	<b>Interest Requirements</b>	<b>Debt Outstanding 06/30/20</b>
Bonds	\$ 4,880,000	\$ -	\$ 327,000	\$ 136,989	\$ 4,553,000
SRLF	\$ 9,992,598	\$ -	\$ 464,064	\$ 222,128	\$ 9,528,534
Notes	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Leases	\$ 469,896	\$ 140,000	\$ 301,140	\$ 19,070	\$ 308,756
Other Debt	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ 15,342,494</b>	<b>\$ 140,000</b>	<b>\$ 1,092,204</b>	<b>\$ 378,187</b>	<b>\$ 14,390,290</b>

SECTION 5. During the coming fiscal year the governing body has planned capital projects and proposed funding as follows:

[illegible]

SECTION 6. No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the *Tennessee Code Annotated*.

SECTION 7. Money may be transferred from one appropriation to another in the same fund by the City Manager, subject to such limitations and procedures as it may describe as allowed by Section 6-56-209 of the Tennessee Code Annotated. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

SECTION 8. A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by



fund with beginning and ending fund balances and the number of full time equivalent employees required by Section 6-56-206, *Tennessee Code Annotated* will be attached.

SECTION 9. If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year until the adoption of the new budget ordinance in accordance with the Section 6-56-210, Tennessee Code Annotated provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Division Local Finance in the Comptroller of the Treasury for a continuation budget will be requested if any indebtedness is outstanding.

SECTION 10. All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 11. This ordinance shall take effect on July 1, 2019, the public welfare requiring it.

Passed First Reading:

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Passed Second and Final Reading:

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Mayor Jeff G. Duncan

Approved as to form and legality:

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City Recorder

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City Attorney

## ORDINANCE NO. 19-939

### AN ORDINANCE TO AMEND SECTIONS AND SUBSECTIONS OF THE CITY OF GOODLETTSVILLE MUNICIPAL CODE TITLE 18, CHAPTER 3, AS IT RELATES TO STORMWATER MANAGEMENT.

**WHEREAS**, it has been determined that certain changes to the City of Goodlettsville Municipal Code are needed as it relates to stormwater management.

**NOW, THEREFORE, BE IT ORDAINED, BY THE BOARD OF COMMISSIONERS OF THE CITY OF GOODLETTSVILLE, TENNESSEE, THAT THE CITY OF GOODLETTSVILLE MUNICIPAL CODE TITLE 18, CHAPTER 3 IS AMENDED AS FOLLOWS:**

**SECTION 1.** That Title 18, Chapter 3, Section 4, Subsection 1 is deleted in its entirety and replaced with a new subsection 1 as follows:

18-304 (1) **Land Disturbance Permit.** (1) General. The land disturbance permit is to be obtained by the owner(s) or owner(s) designee(s) for development or redevelopment of over an acre, **or less than one acre if part of a larger plan of common development or sale.** The land disturbance permit is designed to track all applicable land disturbance activities and ensure they are monitored for compliant erosion prevention and sediment controls, the absence of illicit discharges leaving the site, and compliance with the city's TDEC NPDES MS4 general permit along with any applicable TDEC construction general permits, TDEC Aquatic Resources Alteration Permits (ARAP), and any other relevant permits. Tracking of these activities allows inspection, and in cases of non-compliance, enforcement actions to be taken.

**SECTION 2.** That Title 18, Chapter 3, Section 8, Subsection 1 is deleted in its entirety and replaced with a new subsection 1 as follows:

18-308 (1) On-site stormwater management facilities maintenance agreement. (a) Where the stormwater facility is located on property that is subject to a development agreement, and the development agreement provides for a permanent stormwater maintenance agreement that runs with the land, the owners of property must execute an inspection and maintenance agreement that shall operate as a deed restriction binding on the current property owners and all subsequent property owners and their lessees and assigns, including but not limited to, homeowner associations or other groups or entities.

(b) The maintenance agreement shall:

(i) Assign responsibility for the maintenance and repair of the stormwater facility to the owners of the property upon which the facility is located and be recorded as such on the plat for the property by appropriate notation. **The OWNER(S) covenant and agree with the CITY that they shall provide for adequate long-term maintenance and continuation of stormwater control measures to ensure that all of the stormwater facilities are and remain in proper working condition in accordance with approved design standards, rules and regulations, and applicable laws. The OWNER(S) shall perform preventive maintenance activities at intervals described in the Post Construction Long-Term Water Quality Plan.**

**The OWNER(S) shall submit to the CITY an annual report by July 1<sup>st</sup> of each year. The report shall include the Long-Term Maintenance Plan that documents inspection schedules, time of inspections, remedial actions taken to repair, modify or re-construct the system and the state of control measures.**

(ii) Provide for a periodic inspection by the property owners in accordance with the requirements of subsection (v) below for the purpose of documenting maintenance and repair needs and to ensure compliance with the requirements of this ordinance. The property owners will arrange for this inspection to be conducted by a registered professional engineer licensed to practice in the State of



Tennessee, who will submit a signed written report of the inspection to the administrator. **This report shall be completed, at a minimum, once within a five-year period, or as required by the City, or the Tennessee Department of Environment and Conservation, and submitted to the city's stormwater manager.** It shall also grant permission to the city to enter the property at reasonable times and to inspect the stormwater facility to ensure that it is being properly maintained.

(iii) Provide that the minimum maintenance and repair needs include, but are not limited to: the removal of silt, litter and other debris, the cutting of grass, cutting and vegetation removal, and the replacement of landscape vegetation, in detention and retention basins, and inlets and drainage pipes and any other stormwater facilities. It shall also provide that the property owners shall be responsible for additional maintenance and repair needs consistent with the needs and standards outlined in the MS4 BMP manual.

(iv) Provide that maintenance needs must be addressed in a timely manner, on a schedule to be determined by the administrator.

(v) Provide that if the property is not maintained or repaired within the prescribed schedule, the administrator shall perform the maintenance and repair at its expense, and bill the same to the property owner. The maintenance agreement shall also provide that the administrator's cost of performing the maintenance shall be a lien against the property.

**SECTION 3.** That Title 18, Chapter 3, Section 13, Subsection 1 amended by creation a new sub-section 1(g) as follows:

**Title 18, Chapter 3, Section 13, Subsection 1(g)** **It shall be unlawful for any person to permit or cause the obstruction of any drainage ditch in any public right-of-way or prescribed drainage way.**

**SECTION 4. Severability.** If the provisions of any section, subsection, paragraph, subdivision or clause of this ordinance shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any ordinance, section, subsection, paragraph, subdivision or clause of this ordinance.

**SECTION 5. Repealer.** All ordinances or parts thereof which are in conflict with any provision or any section, subsection, paragraph, subdivision or clause of this ordinance is hereby repealed to the extent of the conflict.

**SECTION 6.** This ordinance shall take effect fifteen (15) days from and after its final passage, the public welfare requiring it.

\_\_\_\_\_  
MAYOR JEFF G. DUNCAN

Passed: \_\_\_\_\_

Passed: \_\_\_\_\_

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CITY RECORDER

APPROVED AS TO LEGALITY AND FORM:

\_\_\_\_\_  
CITY ATTORNEY

**RESOLUTION 19-851**

**A RESOLUTION APPROVING AN APPLICATION FOR A MULTI-MODAL TRANSPORTATION ACCESS GRANT FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION.**

**WHEREAS**, the Tennessee Department of Transportation through the Metropolitan Planning Association is accepting applications for Multi-Modal Transportation Access Grant Program, requiring a five percent (5%) match of the city; and,

**WHEREAS**, the City of Goodlettsville is eligible to participate in this grant program; and,

**WHEREAS**, it is to the benefit of the citizens of the City of Goodlettsville that this grant application be approved and submitted for the Multi-modal Access Grant Program

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF GOODLETTSVILLE, TENNESSEE:**

Section 1. That the City of Goodlettsville's application for the Multi-modal Access Grant Program, with a required match of five percent (5%) for the purpose of making a multi-modal transportation system, is hereby approved, and the City Manager is authorized to submit said application to the Metropolitan Planning Commission.

Section 2. That the City of Goodlettsville assures the State of Tennessee that the City will match all grant funding awarded not to exceed \$50,000.00.

Section 3. That this resolution shall take effect from and after its adoption, the welfare of the City of Goodlettsville requiring it.

\_\_\_\_\_  
Mayor Jeff G. Duncan

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Recorder

APPROVED AS TO FORM AND LEGALITY:

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City Attorney